

**FAUQUIER COUNTY, VIRGINIA  
CEMETERY INFORMATION  
FIELD FORM**

**INSTRUCTIONS FOR COMPLETING FIELD FORM**

Please mail or deliver all completed forms to:

**Fauquier County GIS Department  
62 Culpeper Street  
Warrenton, VA 20186  
Attn: Lori Hertig**

It is recommended that digital photographs and/or hard copy photos be submitted along with the completed field form. The photos will be kept on file along with the completed field forms for each location.

If you are including photos, please take 1 photo from each corner of the cemetery location, shooting towards the center of the graveyard. Digital photos are preferred.

**Page 1 Instructions**

**FAUQ I.D. #** - This will be assigned by the GIS Department and will be a unique identifier within the system.

**DATE COLLECTED** – Required. Please include the date the cemetery field form was completed.

**DATA SOURCE** – Required. Your name or the name of the person completing form.

**DATA SOURCE CONTACT INFORMATION** – Required. Your contact information in the event that clarification is needed in order to properly locate within the mapping system. Phone number and/or email address, at minimum.

**Family Name of Cemetery** – Required. Please provide the family surname, i.e. the name shared in common to identify the members of the family buried in the cemetery.

**Contact for Cemetery** – Person to contact for access to cemetery and/or additional information. Not required.

**Religious Affiliation** – If known. Not required.

**Ethnic Affiliation** – Required.

**Earliest Marked Death Date** – If known. Not required.

**Latest Marked Death Date** – If known. Not required.

**Inscribed Stones** – Required. Please enter the total number of inscribed stones.

**Approximate Number of Stones** – Required. Please enter the total number of un-inscribed stones.

**Approximate Number of Graves** – Required. Please enter the total number of graves, marked and unmarked.

**Length & Width of Graveyard** – Required. Please enter the dimensions of the area enclosing all known gravesites, marked and unmarked.

**Enclosure Type** – Indicate the type of fencing or boundary defining feature present. Not required.

**Current Use** – Indicate the current land use of the graveyard. Not required.

**Condition of Cemetery as of Submission Date** – Indicate the cemetery's condition; Poor, Fair, Good, or Excellent.

**CEMETERY MARKERS AND/OR INDIVIDUALS** – List out the Marker Type, First, Middle and Last Names, Birth Date and Death Date of any known individual graves. Additional room for data entry can be found on Pg. 3.

## **Page 2 Instructions**

**FAUQ I.D. #** - This will be assigned by the GIS Department and will be a unique identifier within the system.

**CURRENT PARCEL ID #** - Required. Please provide the Parcel Identification Number (PIN) of the parcel that the cemetery is located on.

**CURRENT PROPERTY OWNER NAME** – If known, please provide owner of the land on which the cemetery sits. Not required, but helpful in locating cemetery.

**WILL BOOK, DEED OF LEGAL REFERENCE** – If available, please provide copies of any legal documentation for the cemetery. Not required.

**PROPERTY LOCATION DESCRIPTION** – Nearest identifiable street, driveway, intersection, size of property, etc. Not required, but helpful in locating cemetery.

**CEMETERY LOCATION DESCRIPTION** – Required. Please provide measured distances from property boundaries, building locations or other identifiable geographic features to the cemetery outer boundaries.

**MAP OR PLAT OF PROPERTY WITH SKETCH** – Required. Please provide a drawing of the property showing the cemetery's location relative to the measurements taken. Also provide the measurements along a line showing the measurement's from and to points on the sketch. Please be as accurate as possible with the measurements. Additional maps or plats may be attached for required detail. Insert sketch onto form at the bottom of page 2 in the blank area provided.

**Page 3 Instructions**

Extra spaces have been provided to report individual cemetery markers and/or individuals, continued from Pg. 1.

**FAUQUIER COUNTY, VIRGINIA  
CEMETERY INFORMATION  
FIELD FORM**

(Fields marked with asterisk (\*) are required for submission)

**FAUQ I.D. #** (Office Use Only): \_\_\_\_\_

**\*DATE COLLECTED:** \_\_\_\_\_

**\*DATA SOURCE** (Name of Person reporting information): \_\_\_\_\_

**\*DATA SOURCE CONTACT INFORMATION:**

(Address, City, State, Zip, Phone and/or email address)

**CEMETERY INFORMATION**

**\*Family Name of Cemetery:** \_\_\_\_\_ **Contact for Cemetery:** \_\_\_\_\_

**Religious Affiliation:** \_\_\_\_\_

**\*Ethnic Affiliation:** \_\_\_\_\_

**Earliest Marked Death Date:** \_\_\_\_\_ **Latest Marked Death Date:** \_\_\_\_\_

**\*Inscribed Stones:** \_\_\_\_\_ **\*Approximate Number of Stones:** \_\_\_\_\_

**\*Approximate Number of Graves:** \_\_\_\_\_

**\*Length & Width of Graveyard:** \_\_\_\_\_

**Enclosure Type:** \_\_\_\_\_

**Current Use:** \_\_\_\_\_

**Condition of Cemetery as of Submission Date:** \_\_\_\_\_

**CEMETERY MARKERS AND/OR INDIVIDUALS** (Attach additional pages if necessary – see Pg. 3)

Marker Type	First Name	Middle Name	Last Name	Birth Date	Death Date

**FAUQ I.D. #** (Office Use Only) :

**\*Please insert or attach map or plat of property with cemetery location plainly marked and as accurately located as possible, with measurements marked where they were taken. You may also attach a separate map if necessary for adequate detail.**

Case No.	Case Name	Case Type	Case Status	Case Date	Case Location	Case Description	Case Details	Case Notes	Case Comments	Case Actions
1	John Doe	Case 1	Open	2023-01-01	New York	Case 1 Description	Case 1 Details	Case 1 Notes	Case 1 Comments	Case 1 Actions
2	Jane Smith	Case 2	Closed	2023-01-02	California	Case 2 Description	Case 2 Details	Case 2 Notes	Case 2 Comments	Case 2 Actions
3	Bob Johnson	Case 3	Pending	2023-01-03	Texas	Case 3 Description	Case 3 Details	Case 3 Notes	Case 3 Comments	Case 3 Actions
4	Alice Brown	Case 4	Open	2023-01-04	Florida	Case 4 Description	Case 4 Details	Case 4 Notes	Case 4 Comments	Case 4 Actions
5	Charlie Davis	Case 5	Closed	2023-01-05	Illinois	Case 5 Description	Case 5 Details	Case 5 Notes	Case 5 Comments	Case 5 Actions
6	Diana White	Case 6	Pending	2023-01-06	Georgia	Case 6 Description	Case 6 Details	Case 6 Notes	Case 6 Comments	Case 6 Actions
7	Frank Green	Case 7	Open	2023-01-07	Arizona	Case 7 Description	Case 7 Details	Case 7 Notes	Case 7 Comments	Case 7 Actions
8	Grace Black	Case 8	Closed	2023-01-08	Washington	Case 8 Description	Case 8 Details	Case 8 Notes	Case 8 Comments	Case 8 Actions
9	Henry Blue	Case 9	Pending	2023-01-09	Colorado	Case 9 Description	Case 9 Details	Case 9 Notes	Case 9 Comments	Case 9 Actions
10	Ivy Red	Case 10	Open	2023-01-10	Oregon	Case 10 Description	Case 10 Details	Case 10 Notes	Case 10 Comments	Case 10 Actions
11	Jack Yellow	Case 11	Closed	2023-01-11	Nevada	Case 11 Description	Case 11 Details	Case 11 Notes	Case 11 Comments	Case 11 Actions
12	Karen Purple	Case 12	Pending	2023-01-12	Idaho	Case 12 Description	Case 12 Details	Case 12 Notes	Case 12 Comments	Case 12 Actions
13	Leo Silver	Case 13	Open	2023-01-13	Montana	Case 13 Description	Case 13 Details	Case 13 Notes	Case 13 Comments	Case 13 Actions
14	Mia Gold	Case 14	Closed	2023-01-14	Wyoming	Case 14 Description	Case 14 Details	Case 14 Notes	Case 14 Comments	Case 14 Actions
15	Noah Bronze	Case 15	Pending	2023-01-15	Utah	Case 15 Description	Case 15 Details	Case 15 Notes	Case 15 Comments	Case 15 Actions
16	Olivia Copper	Case 16	Open	2023-01-16	Alaska	Case 16 Description	Case 16 Details	Case 16 Notes	Case 16 Comments	Case 16 Actions
17	Peter Nickel	Case 17	Closed	2023-01-17	Hawaii	Case 17 Description	Case 17 Details	Case 17 Notes	Case 17 Comments	Case 17 Actions
18	Quinn Zinc	Case 18	Pending	2023-01-18	Alaska	Case 18 Description	Case 18 Details	Case 18 Notes	Case 18 Comments	Case 18 Actions
19	Rachel Lead	Case 19	Open	2023-01-19	Alaska	Case 19 Description	Case 19 Details	Case 19 Notes	Case 19 Comments	Case 19 Actions
20	Sam Tin	Case 20	Closed	2023-01-20	Alaska	Case 20 Description	Case 20 Details	Case 20 Notes	Case 20 Comments	Case 20 Actions
21	Tina Platinum	Case 21	Pending	2023-01-21	Alaska	Case 21 Description	Case 21 Details	Case 21 Notes	Case 21 Comments	Case 21 Actions
22	Uma Silver	Case 22	Open	2023-01-22	Alaska	Case 22 Description	Case 22 Details	Case 22 Notes	Case 22 Comments	Case 22 Actions
23	Victor Gold	Case 23	Closed	2023-01-23	Alaska	Case 23 Description	Case 23 Details	Case 23 Notes	Case 23 Comments	Case 23 Actions
24	Wendy Bronze	Case 24	Pending	2023-01-24	Alaska	Case 24 Description	Case 24 Details	Case 24 Notes	Case 24 Comments	Case 24 Actions
25	Xavier Copper	Case 25	Open	2023-01-25	Alaska	Case 25 Description	Case 25 Details	Case 25 Notes	Case 25 Comments	Case 25 Actions
26	Yara Nickel	Case 26	Closed	2023-01-26	Alaska	Case 26 Description	Case 26 Details	Case 26 Notes	Case 26 Comments	Case 26 Actions
27	Zoe Zinc	Case 27	Pending	2023-01-27	Alaska	Case 27 Description	Case 27 Details	Case 27 Notes	Case 27 Comments	Case 27 Actions
28	Adam Lead	Case 28	Open	2023-01-28	Alaska	Case 28 Description	Case 28 Details	Case 28 Notes	Case 28 Comments	Case 28 Actions
29	Bella Tin	Case 29	Closed	2023-01-29	Alaska	Case 29 Description	Case 29 Details	Case 29 Notes	Case 29 Comments	Case 29 Actions
30	Carl Platinum	Case 30	Pending	2023-01-30	Alaska	Case 30 Description	Case 30 Details	Case 30 Notes	Case 30 Comments	Case 30 Actions
31	Dora Silver	Case 31	Open	2023-01-31	Alaska	Case 31 Description	Case 31 Details	Case 31 Notes	Case 31 Comments	Case 31 Actions
32	Ethan Gold	Case 32	Closed	2023-02-01	Alaska	Case 32 Description	Case 32 Details	Case 32 Notes	Case 32 Comments	Case 32 Actions
33	Fiona Bronze	Case 33	Pending	2023-02-02	Alaska	Case 33 Description	Case 33 Details	Case 33 Notes	Case 33 Comments	Case 33 Actions
34	Gavin Copper	Case 34	Open	2023-02-03	Alaska	Case 34 Description	Case 34 Details	Case 34 Notes	Case 34 Comments	Case 34 Actions
35	Helen Nickel	Case 35	Closed	2023-02-04	Alaska	Case 35 Description	Case 35 Details	Case 35 Notes	Case 35 Comments	Case 35 Actions
36	Ian Zinc	Case 36	Pending	2023-02-05	Alaska	Case 36 Description	Case 36 Details	Case 36 Notes	Case 36 Comments	Case 36 Actions
37	Jane Lead	Case 37	Open	2023-02-06	Alaska	Case 37 Description	Case 37 Details	Case 37 Notes	Case 37 Comments	Case 37 Actions
38	Kyle Tin	Case 38	Closed	2023-02-07	Alaska	Case 38 Description	Case 38 Details	Case 38 Notes	Case 38 Comments	Case 38 Actions
39	Laura Platinum	Case 39	Pending	2023-02-08	Alaska					

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